



National Forum for Background Checks Summary of Meeting held September 08, 2017

Purpose: The September session was a meeting to review and assign 2018 Forum tasks, agree on Forum 2018 leadership, and decide whether to provide content for NBCP quarterly webinar per request from CMS/CNA.

Agenda

1. Forum tasks
2. Forum Leadership for 2018
3. NBCP October webinar participation

Attendees

- James Joslin – OK
- Alex Netten – ME
- Beth Thompson – MO
- Brenda Dreher – KS
- Bruce Pritschet – ND
- Cheryl Gandhi
- Karen Benson – AK
- Kristin Johnson – MO
- Meghan Shears – WV
- Steve Gobbo – MI
- Pat Trella – CT
- Teri Dyke – MI
- Tom Murray – DE
- Ernie Baumann – CNA
- Nandita Ravishankar – CNA
- Jessica Oi – CNA

Introduction

- James: I was pleased that 11 people attended the conference from the Forum and another seven States attended as well. We have had some follow up and have new people that have joined us on the call today. We had inquiries from Minnesota and Iowa and sent them information about the Forum. CMS was very excited and pleased with Forum progress. In the Association for Health Facility Survey Agencies' (AHFSA) meeting with CMS, they followed up to ask where CMS was in requiring fingerprint-based background checks. CMS responded that they feel they have gone as



far as they can with regard to the guidance. We have been asked by CMS to take a stronger role in the NBCP Quarterly Webinar.

Initiatives 2017

- James: We have already been invited to participate in next year's AHFSA conference in Portland, OR from September 23 – 26, 2018. Participation with AHFSA is part of our initiatives; I have been asked so sit on the conference planning committee for next year. We want to continue work on the resource library; contractual support with CNA ends at the end of September. There will be some avenues for some work with CNA through the National Nurse Aide Registry (NNAR). We also learned that if you want to pursue the NNAR, even as a gradated State, you can get support to do so from CNA. AHFSA has committed to letting us have a page on their website. Ernie is working with Tara Foy to transition the website. We will continue advocacy and outreach to NBCP States that are not a part of the Forum and non-NBCP States. We have Bruce with us from North Dakota on the call today. Colorado, Minnesota, Louisiana, and Idaho were interested in the NBCP. We had an interesting session on contracting led by Scott Chisholm (OK), which generated a lot of discussion about the scope of contracts and how contracts can be navigated. There will be a follow up webinar on this topic due to the degree of interest. We also discussed data sharing; the new federal requirements speak to the requirement of providers checking the licensure database.

Website/2018 Conference Topic Ideas

- James: Part of my role on the AHFSA conference planning committee will be working with the Forum to identify what we want to present next year. We also have to keep in mind the budget in case we want to invite someone to speak next year. PAQart of the presentations can be State stories that discuss their experiences. This can be how you as States to communicate and share how you fit in with CMS' mission in Survey and Certification.

Forum Leadership

- James: I have been the Chairperson for two years and I was ready to step down. I had a couple of people reach out to me and told me they were interested, but did not know the full criteria. There can be multiple roles for each duty/activity. For instance, there can be a Vice-Chair for membership and another Vice-Chair for administration. The Secretary can keep the minutes and organize meetings. However, separate from these roles are the tasks; people can take on the responsibility for a task instead of taking on an entire role. I am willing to continue the role of Chair and facilitate our meetings for another year. Meghan has expressed to me that she is willing to assist with communications and record-keeping. Taylor expressed interest as well, but she is not sure what she can do. I am looking for people to say which tasks they can assist with, separate from taking on a role.



- Steve: I have gone to our section manager for background checks to see if he or others in the division would like to get involved. I expect it will take some time for them to commit. I am more than willing to help out to the extent I can, and also assist with recruitment.
- Ernie: One of the areas it would be good to have people do something is have people write up a paragraph of each of the four topics listed and send that to the Forum. This would provide a significant amount of information to pull from for next year's AHFSA conference.
- Volunteers to write up their State on one or more of these:
 - Document the screening program relationship to State NAR, survey process, and Medicaid
 - Show how screening program can support other mission areas
 - CHRI research techniques and documentation tools
 - Consider in-State and out-of-State?
 - Provide resource for new national CHRI requirements (e.g., child care)
 - Performance and data reporting
 - Show success and value to internal and external stakeholders
 - State experiences → best practices
 - Training tools and techniques
 - Share information, ideas, resources
 - e.g., how train on Core system enhancements
- The volunteers are:
 - Meghan Shears
 - Beth Thompson
 - Bruce Pritschet
 - Tom Murray
 - Alex Netten
 - Steve Gobbo
 - Brenda Dreher
 - Pat Trella
 - Scott Chisholm
 - Kristin Johnson
- The volunteers will provide the summaries by Wednesday, October 4, 2017, before the Forum webinar on Friday, October 6, 2017.
- James: Scott Chisholm checked to see if we have webinar functionality, which we do. I do not have a conference call line, but Scott is willing to manage the webinar set up. We can have nominations and vote during the next meeting. Based on expressed interest, I could nominate Meghan for Vice-Chair, and Scott for Secretary. I am hesitant to nominate Scott for Secretary as he is from Oklahoma as well. Scott does have an assistant that can help. I will put together the nominations.



Quarterly Webinar

- James: The NBCP Quarterly Webinar is scheduled for Thursday, October 26, 2017; graduated States have been invited. If you have a topic that you would like to see CMS address during the webinar, please let me know. So far, there are two main topic ideas; FBI Rap Back and fingerprint contracting. The FBI Rap Back piece has a potentially to bring in graduated State interest in the Forum.
- Steve: Something that may be helpful is for CMS to provide an update on their meeting with the Administration for Children and Families (ACF).
- Ernie: The communication continues; there is another meeting happening today or next week between CMS and ACF. The first meeting was an information exchange about the NBCP; I think this next meeting may be a follow up to the previous discussion.
 - Steve: I think it would be helpful to include an update in the Quarterly Webinar.
- James: Steve, could you discuss the potential connection between ACF and CMS, regarding the Child Care pilot program, during the next Forum webinar?
 - Steve: Yes.
- Alex: Is there a way we could have CMS discuss more about the NNAR? My State is interested, but I have not found much information about it.
- James: Ernie, can you see how States should request more information about the NNAR whether they are a graduated or current NBCP State?
 - Ernie: Yes, will do. Innovative Architects maintains the broker platform for the queries that go into and out of all States; they have the specifications for the web-service that your IT would need to develop to make inquiries and receive responses, and make your data as part of a response that would come from other States. They would want to talk about that; we could set up some discussions between your security and IT personnel and IA.
 - Alex: I will follow up with my State Liaison.
- Steve: I think we need to discuss with AHFSA to see if there is a prohibition on seeking grant money; if we are allowed, we could have a part-time person dedicated to managing the administrative side to the Forum. I know we also discussed using interns to help with certain Forum tasks; we could provide school credit if possible.
- James: That is a good point; is there a person that has experience in bringing in interns to assist with projects?
- Steve: I can provide some possibilities; I have hired legal interns before, usually for just a semester. My main concern is the continuity piece.
- Bruce: How many States are in the NNAR?
 - Ernie: There are eight States that are implemented and in production, three more that are in testing, and three additional that are still in the planning and development phase. The main slow-downs are getting the organizational alignment done and getting the State's nurse aide registry data system to where it can interact with a web-service.



Action Items:

- James: My action items include:
 - Send out an email to the google group of the topics we have;
 - Develop a nominations list for the leadership roles and tasks;
 - Will let CMS/CNA know that we like the idea of doing the FBI Rap Back discussion first and then the contracting discussion during the next webinar;
 - We would like to see a CMS update from the meeting with ACF;
 - Steve and I will follow up with the discussion on internship support for the Forum.
- Ernie will follow up on how graduated States can access information in the NNAR.
- The volunteers will provide the summaries by Wednesday, October 4, 2017, before the Forum webinar on Friday, October 6, 2017.
- Steve will discuss the tie between ACF and CMS regarding the Child Care pilot program during the next Forum webinar.